



THE ARIZONA CRIMINAL JUSTICE COMMISSION

Full Service Forensic Crime Laboratory (CLAB) Grant Program Announcement

Introduction

The Arizona Criminal Justice Commission is announcing a grant opportunity to apply for the Full-Service Forensic Crime Laboratory (CLAB) Program funds for FY 2007 (July 1, 2006 through June 30, 2007).

Pursuant to ARS §41-2415, the funds are to be spent to provide enhanced crime laboratory services, purchase and maintain scientific equipment for crime laboratory use or to educate and train forensic scientists regularly employed in a crime laboratory.

Goal

The goal of the program is to improve the efficiency and effectiveness of the state's various crime laboratories. The Commission has adopted a goal of having laboratory results posted on an automated site for prosecutors and law enforcement and requests that laboratories support that goal as improvements are made.

Program Strategy

To achieve the goal of this program, grants will be awarded directly to state, county, and local law enforcement full-service forensic crime laboratories that:

- a. are operated by a criminal justice agencies that are political subdivisions of the state;
- b. employ at least one full-time forensic scientist who holds a minimum of a bachelor's degree in a physical or natural science;
- c. are registered as analytical laboratories with the Drug Enforcement Administration of the United States Department of Justice for possession of all scheduled, controlled substances;
- d. are accredited by the American Society of Crime Laboratory Directors Laboratory Accreditation Board; and,
- e. provide, at a minimum, services in the areas of controlled substances, forensic biology, DNA, blood/breath alcohol, firearms and toolmarks.

Allowable Costs:

Grants provided under this program will be one-time awards for personnel, consultant/contractual, travel, operating expenses/training and/or equipment. A total of **\$800,000** is available to award out during this fiscal year.

Restrictions on Use of Funds:

Grant funds cannot be used for indirect costs incurred for administering the grant.

Any program income (funds derived from the expenditure of grant funds) or interest earned on grant funds may be used by the grantee to further the goals and objectives of the grant and shall be reported to the Commission.

Each applicant shall acknowledge they will supplement, not supplant, existing funds to use the grant funds for the proposed project.

Application Process:

The notice and application will be posted on the ACJC web site, www.azcjc.gov/grants on June 12, 2006 at 8:00 a.m. The ACJC will post notification of grant announcements annually in June.

How to Apply:

You will create, submit and monitor your application through a private, secure web site located at www.azcjc.gov/grants/GMSindex.asp. Upon verification of your eligibility to apply for funds, log-in information will be e-mailed to you. The application must be completed on this web site and submitted electronically. If you are having difficulties with the system, please call our office at 602-364-1146 or e-mail us at clab@azcjc.gov

Applications must be received through the Commission web site no later than 3:00 p.m. on Friday, June 30, 2006.

Review of Applications:

Applications will be evaluated based on the following criteria:

1. Timely submission of application
2. Completeness and accuracy of the application. All requested information and attachments are provided.
3. The program adequately addresses the problem identified in the problem statement.
4. Goals and objectives are reasonable, achievable, and consistent with the mission of the Commission.
5. Likelihood of advancing the interest of the citizens of Arizona to improve the efficiency and effectiveness of the crime laboratories.
6. Project viability.
7. The applicant's expertise and background.
8. Demonstration of reporting requirements.
9. Non-supplanting requirement.
10. Reasonableness of the budget and allowable costs.

Award and Funding Process:

While the Commission would like to fund each project completely, only a limited amount of money, \$800,000, is available.

All awards shall be made by the concurrence of a majority of the voting members of the Commission in attendance at a public meeting. The Commission may approve of an application for the amount of funding requested or at a lesser amount if the sub-grantee accepts the lesser amount; or reject the application. After funding decisions are made, a notice shall be sent to each applicant agency.

As soon as practical after funding decisions are made by the Commission, grant agreements will be forwarded to the successful agencies that are to receive funding. Grant agreements require the signature of the agency's governing body or executive director. Once the agencies return the signed agreements to the Commission, the ACJC Executive Director then signs the agreement. Fully executed agreements will be returned to the agencies to encumber and expend funds.

Report Requirements:

Applicants are required to submit quarterly financial and progress reports to the Arizona Criminal Justice Commission, 1110 W. Washington Street, Suite 230, Phoenix, Arizona 85007.

The quarterly reports will be provided to the Commission for their review to evaluate the program's effectiveness.

Each grantee shall provide a final progress and final financial report upon completion or cancellation of a grant to the Commission for compilation into a report for the Legislature. The progress report shall provide how well the goals and objectives of the grant were met and how the grant benefited the laboratories. The financial report shall provide final details on expenditure of grant funds.

Allocation Process:

When funds are expended agencies shall complete a quarterly report and will be reimbursed for the funds that have been expended.

Questions:

Questions concerning this program, or the application process, should be directed to Pat Nelson, Arizona Criminal Justice Commission Program Manager, at 602-364-1152 or Debby Finkel, Grant Coordinator, at 602-364-1191 or e-mail us at clab@azcjc.gov.